



**State of Florida
Department of Children and Families**

Rick Scott
Governor

David E. Wilkins
Secretary

DATE: April 22, 2011
TO: Regional Directors
FROM: David E. Wilkins, Secretary *[Signature]*
SUBJECT: Revised Delegation of Authority for Adoption Subsidy Exceptions

PURPOSE: This memorandum gives Regional Directors the authority to approve adoption subsidy exceptions.

BACKGROUND: The Department/Community-based Care (CBC) lead agency provides maintenance adoption subsidies to families that adopt a special needs child in the state's foster care system. The monthly amount of subsidy is determined through negotiation based on the needs of the child being adopted and the circumstances of the adoptive family.

Sub-sections 65C-16.013 (7)-(8), F.A.C., provides that when a child has a specific and diagnosed physical, mental, emotional, or behavioral problem which requires care, supervision, and structure beyond that ordinarily provided in a family setting, the amount of the subsidy may be negotiated up to the statewide standard foster care board rate, unless an exception is granted by the Secretary. However, no subsidy may exceed the foster care maintenance payment that would have been paid if the child was in a foster family home.

When adoption case management determines that an adoption subsidy is appropriate for an exception to exceed the statewide standard foster care board rate, the CBC lead agency of jurisdiction is responsible for preparing and submitting a request in writing to the appropriate Regional Director. Authority to approve an adoption subsidy exception is delegated to the Regional Directors. The Regional Director may approve the request after determining that the facts presented are consistent with state laws and regulations. However, denial of a request will require the concurrence of the Secretary or the Deputy Secretary.

ACTION REQUIRED: Please inform all appropriate Department staff and contracted providers that Regional Directors are delegated the authority to approve an adoption subsidy exception on behalf of the Secretary of the Department.

CONTACT INFORMATION: If you have any questions, or for additional information please contact Minnie Jenkins at (850) 717-4663 or Minnie_Jenkins@dcf.state.fl.us.

cc: Pete Digre, Assistant Secretary for Operations
Barbara Palmer, Assistant Secretary for Administration

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